

**PUBLIC SAFETY POLICY BOARD  
MINUTES  
01/13/10**

**Attendees:** Richard Shank, Cindy Dietz, Shawn Mauck, Phil Treffinger, Shannon Tracey, Lori Slothour, Mike DalPezzo, Eric Bistline, Mark Whitman, Kay Carman, Mike Fetrow, Tony Flores, Erik Brown, Steve Buffington, Bryan Wheeler, Wes Kahley

**Unable to attend:** Greg Bean, John Moramarco, Rich Godfrey, Ron Harlacker, Nate Kirschman, Nick Root, John Cunnington, Brandy Bouch, Bill James, Bill Garman

**1. CALL TO ORDER**

Richard Shank called the meeting to order at 10:05 a.m. with the above attendees present.

**2. APPROVAL OF MINUTES**

Erik Brown made a motion, seconded by Shannon Tracey and unanimously carried to approve the minutes from the December 9, 2009 Public Safety Policy Board Meeting as submitted.

**3. DISCUSS WHO ARE VOTING DELEGATES ON THE BOARD**

Chairman Richard Shank (tie break only)  
1-911 Center Cindy Dietz  
1-OEM Kay Carman  
2-Law enforcement Greg Bean, Wes Kahley  
2-Fire Services Steve Buffington, Erik Brown  
2-EMS Shannon Tracey, Brian Wheeler  
2-Municipal 1-County Rep Municipalities (see Kay Carman for a name)  
1-Representative County Commissioners  
1-Fire Police Bill Garman  
2-Union 1-Police (someone working on this person)  
1-Fire Erik Brown

There should be a total of 13 voting members.

**4. MOTION TO CHANGE TO THE MAJORITY VOTING MEMBERS IN ATTENDANCE**

Richard Shank made a motion, seconded by Mark Whitman and unanimously carried to change to the majority voting members in attendance.

**5. MOTION TO ACCEPT BRYAN WHEELER TO BE THE ALTERNATE REPRESENTATION FOR EMS**

Mark Whitman made a motion, seconded by Mike DalPezzo and unanimously carried to accept Bryan Wheeler to be the alternate representation for EMS.

## **6. MOTION TO MAKE WES KAHLEY REPRESENTATION FOR YORK CITY POLICE**

Steve Buffington made a motion, seconded by Shannon Tracey and unanimously carried to make Wes Kahley representation for York City Police.

## **7. USE OF LANGUAGE LINE SERVICES CONTRACTED BY YCDES**

Greg Bean was unable to attend today's meeting but advised the Police Chief's have been briefed on the Language Line expense issues. We still need the anticipated expenses if a department uses the service outside of the norm. Cindy Dietz is still working on getting information she has a copy of the last month bill from Language Line which was \$406.00. Spanish is \$1.25 per minute all other languages is \$1.35 per minute or more. A policy will have to be developed and then 911 will bill the Police Departments accordingly. (Tabled for next meeting)

## **8. MOTION TO ACCEPT DRAFT POLICY #80.27 SUBJECT: COMPLAINT PROCEDURE**

Cindy Dietz advised it is a formal procedure for my supervisors how to follow and track complaints you will need to fill out the complaint form which is also available in electronic format on the web site. Only the Executive Director of Emergency Services, the 911 Director, or the Deputy Directors shall be authorized to receive complaints regarding public safety dispatch personnel, administrative staff, technical staff, or supervisory staff. At the conclusion of the investigation the investigator will promptly report the results of the investigation to the 911 Director, in writing.

Shannon Tracey made a motion, seconded by Steve Buffington and unanimously carried to approve Policy # 80.27 Complaint Procedure.

## **9. DISCUSS EMERGENCY CONDITIONS POLICY**

Cindy Dietz will email a final copy to Kay Carman, Mark Whitman, Wes Kahley and Greg Bean for there review. At the next meeting the Board will take a vote.

## **10. DISCUSSION**

Mark Whitman suggested a revised copy of the By-Laws be emailed out with the minutes once Shawn Mauck has made all the changes. Shawn Mauck will also make revisions to the Resolution updating the voting delegates.

Eric Bistline advised as of yesterday out of 63 Fire Departments 55 are completed for installations. Left to be completed are the following South York Forest Fire, Union

Fire Dept. (Dover), New Cumberland Army Depot, Newberry Fire Dept., Strinestown, North York, Lake Clarke Rescue, and City Fire Dept. finish by the end of the month and then EMA will follow.

Eric Bistline advised of the two new tower sites a Purchase Order has been issued to Alcatel for a Microwave to connect the new sites also a Purchase Order has been issued to J.G. Contracting for site development for the build out of the sites.

## **11. ADJOURNMENT**

There being no further business to come before the Board at this time, Mark Whitman made a motion, seconded by Erik Brown and unanimously carried to adjourn the meeting at 11:08 a.m.

**Next Meeting Wednesday, February 10, 2010, 10:00 a.m. at the Emergency Services Center – Conference Room B.**

**Respectfully submitted,**

*Richard Shank*

*Chairman*